



**REPORT OF THE AUDITOR OF PUBLIC ACCOUNTS
AUDIT EXAMINATION OF THE
GRANT COUNTY
SHERIFF'S SETTLEMENT - 1999 TAXES**

April 22, 2000

**EDWARD B. HATCHETT, JR.
AUDITOR OF PUBLIC ACCOUNTS
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EXECUTIVE SUMMARY
GRANT COUNTY
RANDALL MIDDLETON, SHERIFF
SHERIFF'S SETTLEMENT - 1999 TAXES
APRIL 22, 2000

Tax Collection Period:

The collection period for the 1999 taxes was October 1, 1999, through April 22, 2000.

Interest Income:

The Grant County Sheriff earned \$6,737 as interest income on 1999 taxes. The Sheriff distributed the appropriate amount to the school district as required by statute, and the remainder will be used to operate the Sheriff's office.

Refunds Due Sheriff:

At the completion of the audit, it was determined that the Sheriff is due a refund of \$1070 from the county, \$15 from the state, \$267 from the school district and \$37 from the special taxing districts.

Unrefundable Duplicate Payments:

According to KRS 393.110, the Sheriff should properly report annually to the Treasury Department any unclaimed moneys. After seven years, if the funds have not been claimed, the funds should be submitted to the Kentucky State Treasurer. For the 1999 taxes, the Sheriff had \$593 in unrefundable duplicate payments and unexplained receipts.

An unqualified opinion was rendered on the financial statements. No reportable conditions relating to the audit of the financial statements were reported.

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Edward B. Hatchett, Jr.
Auditor of Public Accounts

To the People of Kentucky

Honorable Paul E. Patton, Governor
Kevin Flanery, Secretary
Finance and Administration Cabinet
Mike Haydon, Secretary, Revenue Cabinet
Honorable Darrell Link, Grant County Judge/Executive
Honorable Randall Middleton, Grant County Sheriff
Members of the Grant County Fiscal Court

Independent Auditor's Report

We have audited the Grant County Sheriff's Settlement - 1999 Taxes as of April 22, 2000. This tax settlement is the responsibility of the Grant County Sheriff. Our responsibility is to express an opinion on the financial statement based on our audit.

We conducted our audit in accordance with generally accepted Government Auditing Standards and the Audit Guide for Sheriff's Tax Settlements issued by the Auditor of Public Accounts, Commonwealth of Kentucky. These standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statement is free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statement. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

The Sheriff prepares his financial statement on a prescribed basis of accounting that demonstrates compliance with the cash basis and laws of Kentucky, which is a comprehensive basis of accounting other than generally accepted accounting principles.

In our opinion, the accompanying financial statement referred to above presents fairly, in all material respects, the Grant County Sheriff's taxes charged, credited, and paid as of April 22, 2000, in conformity with the basis of accounting described in the preceding paragraph.

In accordance with Government Auditing Standards, we have also issued a report dated September 28, 2000, on our consideration of the Sheriff's compliance with certain laws and regulations and internal control over financial reporting.

Respectfully submitted,

Edward B. Hatchett, Jr.
Auditor of Public Accounts

Audit fieldwork completed -
September 28, 2000

GRANT COUNTY
RANDALL MIDDLETON, SHERIFF
SHERIFF'S SETTLEMENT - 1999 TAXES

April 22, 2000

<u>Charges</u>	<u>County Taxes</u>	<u>Special Taxing Districts</u>	<u>School Taxes</u>	<u>State Taxes</u>
Real Estate	\$ 819,634	\$ 545,330	\$ 2,633,206	\$ 808,903
Tangible Personal Property	112,725	43,434	209,499	142,867
Intangible Personal Property				54,716
Fire Protection		1,536		
Franchise Corporation	160,736	74,173	342,899	
Additional Billings	89	59	272	147
Bank Franchise	42,093			
Penalties	7,297	4,709	22,182	7,814
Adjusted to Sheriff's Receipt	<u>(573)</u>	<u>(372)</u>	<u>9</u>	<u>(568)</u>
Gross Chargeable to Sheriff	<u>\$ 1,142,001</u>	<u>\$ 668,869</u>	<u>\$ 3,208,067</u>	<u>\$ 1,013,879</u>
<u>Credits</u>				
Discounts	\$ 12,934	\$ 8,119	\$ 39,333	\$ 14,284
Exonerations	2,454	1,457	6,981	2,818
Delinquents:				
Real Estate	17,094	11,373	54,327	16,866
Tangible Personal Property	666	257	1,206	600
Intangible Personal Property				913
Total Credits	<u>\$ 33,148</u>	<u>\$ 21,206</u>	<u>\$ 101,847</u>	<u>\$ 35,481</u>
Net Tax Yield	\$ 1,108,853	\$ 647,663	\$ 3,106,220	\$ 978,398
Less: Commissions *	<u>47,412</u>	<u>27,526</u>	<u>77,656</u>	<u>41,868</u>
Net Taxes Due	\$ 1,061,441	\$ 620,137	\$ 3,028,564	\$ 936,530
Taxes Paid	1,061,209	619,485	3,025,105	933,368
Refunds	<u>1,302</u>	<u>689</u>	<u>3,726</u>	<u>3,177</u>
Due Districts or (Refunds Due Sheriff)		**		
as of Completion of Fieldwork	<u>\$ (1,070)</u>	<u>\$ (37)</u>	<u>\$ (267)</u>	<u>\$ (15)</u>

* and ** See Page 3

GRANT COUNTY
 RANDALL MIDDLETON, SHERIFF
 SHERIFF'S SETTLEMENT - 1999 TAXES
 April 22, 2000
 (Continued)

* Commissions:

10% on	\$	10,000
4.25% on	\$	2,724,914
2.5% on	\$	3,106,220

** Special Taxing Districts:

Library District	\$	(14)
Health District		162
Extension District		(9)
Soil Conservation District		(5)
Mental Health District		(181)
Fire Protection District		<u>10</u>

Due Districts or (Refunds Due Sheriff)	\$	<u><u>(37)</u></u>
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GRANT COUNTY
NOTES TO FINANCIAL STATEMENT

April 22, 2000

Note 1. Summary of Significant Accounting Policies

A. Fund Accounting

The Sheriff's office tax collection duties are limited to acting as an agent for assessed property owners and taxing districts. A fund is used to account for the collection and distribution of taxes. A fund is a separate accounting entity with a self-balancing set of accounts. Fund accounting is designed to demonstrate legal compliance and to aid financial management by segregating transactions related to certain government functions or activities.

B. Basis of Accounting

The financial statement has been prepared on a cash basis of accounting. Basis of accounting refers to when charges, credits, and taxes paid are reported in the settlement statement. It relates to the timing of measurements regardless of the measurement focus.

Charges are sources of revenue which are recognized in the tax period in which they become available and measurable. Credits are reductions of revenue which are recognized when there is proper authorization. Taxes paid are uses of revenue which are recognized when distributions are made to the taxing districts and others.

C. Cash and Investments

At the direction of the fiscal court, KRS 66.480 authorizes the Sheriff's office to invest in the following, including but not limited to, obligations of the United States and of its agencies and instrumentalities, obligations and contracts for future delivery or purchase of obligations backed by the full faith and credit of the United States, obligations of any corporation of the United States government, bonds or certificates of indebtedness of this state, and certificates of deposit issued by or other interest-bearing accounts of any bank or savings and loan institution which are insured by the Federal Deposit Insurance Corporation (FDIC) or which are collateralized, to the extent uninsured, by any obligation permitted by KRS 41.240(4).

Note 2. Deposits

The Sheriff maintained deposits of public funds with depository institutions insured by the Federal Deposit Insurance Corporation (FDIC). According to KRS 66.480(1)(d) and KRS 41.240(4), the depository institution should pledge or provide sufficient collateral which, together with FDIC insurance, equals or exceeds the amount of public funds on deposit at all times. In order to be valid against the FDIC in the event of failure or insolvency of the depository institution, this pledge or provision of collateral should be evidenced by an agreement between the Sheriff and the depository institution, signed by both parties, that is (a) in writing, (b) approved by the board of directors of the depository institution or its loan committee, which approval must be reflected in the minutes of the board or committee, and (c) an official record of the depository institution. These requirements were met, and as of April 22, 2000, the Sheriff's deposits were fully insured or collateralized at a 100% level with collateral of either pledged securities held by the Sheriff's agent in the Sheriff's name, or provided surety bonds which named the Sheriff as beneficiary/obligee on the bonds.

GRANT COUNTY
NOTES TO FINANCIAL STATEMENT
April 22, 2000
(Continued)

Note 4. Property Taxes

The real and personal property tax assessments were levied as of January 1, 1999. Property taxes were billed to finance governmental services for the year ended June 30, 2000. Liens are effective when the tax bills become delinquent. The collection period for these assessments was October 1, 1999 through April 22, 2000.

Note 5. Interest Income

The Grant County Sheriff earned \$6,737 as interest income on 1999 taxes. The Sheriff distributed the appropriate amount to the school district as required by statute, and the remainder will be used to operate the Sheriff's office.

Note 6. Unrefundable Duplicate Payments And Unexplained Receipts Should Be Escrowed

The Sheriff should deposit any unrefundable duplicate payments and unexplained receipts in an interest-bearing account. According to KRS 393.110, the Sheriff should properly report annually to the Treasury Department any unclaimed moneys. After seven years, if the funds have not been claimed, the funds should be submitted to the Kentucky State Treasurer. For the 1999 taxes, the Sheriff had \$593 in unrefundable duplicate payments and unexplained receipts. Therefore, the Sheriff should send a written report to the Treasury Department.

REPORT ON COMPLIANCE
AND ON INTERNAL CONTROL OVER FINANCIAL
REPORTING BASED ON AN AUDIT OF THE FINANCIAL STATEMENT
PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS



Edward B. Hatchett, Jr.
Auditor of Public Accounts

Honorable Darrell Link, Grant County Judge/Executive
Honorable Randall Middleton, Grant County Sheriff
Members of the Grant County Fiscal Court

Report On Compliance And On Internal Control
Over Financial Reporting Based On An Audit Of The Financial
Statement Performed In Accordance With Government Auditing Standards

We have audited the Grant County Sheriff's Settlement - 1999 Taxes as of April 22, 2000, and have issued our report thereon dated September 28, 2000. We conducted our audit in accordance with generally accepted auditing standards and the standards applicable to financial audits contained in Government Auditing Standards issued by the Comptroller General of the United States.

Compliance

As part of obtaining reasonable assurance about whether the Grant County Sheriff's Settlement - 1999 Taxes as of April 22, 2000 is free of material misstatement, we performed tests of its compliance with certain provisions of laws and regulations, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance that are required to be reported under Government Auditing Standards.

Internal Control Over Financial Reporting

In planning and performing our audit, we considered the Grant County Sheriff's internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinion on the financial statement and not to provide assurance on the internal control over financial reporting. Our consideration of the internal control over financial reporting would not necessarily disclose all matters in the internal control over financial reporting that might be material weaknesses. A material weakness is a condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that misstatements in amounts that would be material in relation to the financial statement being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. We noted no matters involving the internal control over financial reporting and its operation that we consider to be a material weakness.

Honorable Darrell Link, Grant County Judge/Executive
Honorable Randall Middleton, Grant County Sheriff
Members of the Grant County Fiscal Court
Report On Compliance And On Internal Control
Over Financial Reporting Based On An Audit Of The Financial
Statement Performed In Accordance With Government Auditing Standards
(Continued)

This report is intended solely for the information and use of management and is not intended to be and should not be used by anyone other than the specified party. However, this report, upon release by the Auditor of Public Accounts, is a matter of public record and its distribution is not limited.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Ed Hatchett", with a long horizontal flourish extending to the right.

Edward B. Hatchett, Jr.
Auditor of Public Accounts

Audit fieldwork completed -
September 28, 2000

